

	<h1>Meeting: Teacher Effectiveness Steering Committee</h1> <p>Date: Tuesday, April 22, 2014</p> <p>Time: 9:30 AM-NOON</p> <p>Location: Completely Kentucky 237 W. Broadway Street, Frankfort, KY 40601</p>				
Meeting Purpose:		Updates on PGES since last meeting and to receive feedback			
Meeting Called by:		Susan Allred, Interim Associate Commissioner Office of Next Generation Learners			
Attendees (x indicates attendance)					
Allen, Donna		Hausman, Charles		McMillen, Marie	
Amour, Tiffeny X		Heine, Cindy (retired)		Mullins, Jeanna	
Baldwin, Todd (KDE) X		Jones, Rick (retired)		Perkins, Dot (Supt.) X	
Berlin, Tammy X		Karsner, Ramona X		Petrey-Kir, Lisa X	
Berry, Merry (KEA) X		LaFavers, Shirley (KLA) X		Porter, Ann	
Blankenship, Mary (KEA)		Mann, Tracy		Scott, Renee	
Brockman, Donna (EPSB) X		Martin, Brenda		Weston, Susan X	
Campbell, Lee X		McKim, Brent (Young, Alan) JCTA X		White, Cathy (KDE)	
Chandler, Robin (KDE) X		Gerstner, Tiffany (JCPS) X		Whitis, Carla X	
Donaldson, Kathy (retired)		McDaniel, Kandie X		Winkler, Stephanie (KEA/teacher) X	

Agenda Items	Summary of topic	time
1, Welcome, purpose, overview	Speech I referenced from Ben Franklin http://www.usconstitution.net/franklin.html for the eloquent version....Allred	9:30-9:45
2. The regulation	<p>704 KAR 3370 passed second reading at the April 9 Kentucky Board of Education Meeting. David Wickersham presented an overview of both the statute and regulation and the process moving forward. The statute requires implementation of the system in 2014-2015. The regulation based on the statute is in the legislative process.</p> <p>Those present received copy of the powerpoint and a copy of the regulation. Open comment period May 1 through June 2. Public Hearing May 22 at 10 AM. Susan requested comments to come in as quickly as possible in order to address in Statement of Consideration to get to KBE in time for them to be prepared for June 4 Board meeting. Questions were raised regarding inclusion of peer assistance and review process definition, peer observation definition and what happens at the school board level when 50/50 committee reports as well as make up of 50/50 committee and a question about inclusion of ATC p. 6 line 17 of Section 2. All of these can come in during public comment period to address.</p>	9:45-10:20
3. Small Group	<p>Attendees will be divided into three groups to learn about and give feedback on three key topics. All participants will rotate through all 3 topics.</p> <p>A-Resources available for PGES and CEP 4.0(Ellis) Amanda shared the resources that had been added by showing them on the website Everything links off of http://education.ky.gov/teachers/PGES/Pages/PGES.aspx Members found the month-by-month guide for 14-15, CEP 4.0 particularly helpful. B- Analysis of Fall PGESsurvey and how TESC recommendations are used in the regulation, KDE commissioned research report from Fall survey of pilot sites and Hope Street Group report were all shared. This session raised more questions than there was time to answer which is clearly a delta moving forward as well as needing the material ahead of the meeting. Members received copies of all of these</p>	Group1 10:30-10:55 Group 2 11:00-11:25 Group 11:30-11:55

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	<p>documents. (Chandler, Baldwin) C-The TESC process...what has worked, what hasn't and what still needs to be considered (Allred) Below is a summary of the feedback provided by the three groups</p> <p>What has worked</p> <ul style="list-style-type: none"> • Getting the facilitator right over time • Composition of the committee....practitioners current in the field, multiple voices creating a balance • Members come to the table as equals-everybody has an equal voice • Today's presentation on the regulation, Amanda's presentation of the resources • When the Commissioner has attended and clarified purpose/responsibilities, what steering committee can do • Usually received agendas in advance and sometimes materials for members to be adequately prepared • Intentionality of moving slow to take advantage of what other states were learning • When KDE staff actively participate • (usually I don't use names in these things, but it just seems right) When Mary Ann said, "why can't we just use Danielson." <p>What hasn't worked as well or what needs to change as we move the process forward</p> <ul style="list-style-type: none"> • We need to know what happens with suggestions and recommendations (10 comments around this) • We need to know clearly what is expected of members at each meeting (5 comments around this) • We need to know what is going on between meetings; communication about big changes, be kept informed of how implementation is going, documentation of how recommendations have been carried out, consistency of agendas (20 of these related comments on needing a clear process for expectation about how things are communicated) • Close on the heels of the previous comment: A clear, consistent message at all levels...superintendents need to understand how important the work is to make sure the brightest and best participate at the state level and regional meetings and on leadership teams, that this has long term impact. People need to see the connections that team members see among all the initiatives and how they all come together. Of all the initiatives...THIS is the most important one....many are missing the connections of how it all fits together(I probed these comments to get suggestions about how to do that....clearly important and a work in progress. We floated the idea of simulcast trainings, intentional use of webinars) • Meetings: need to be once a month, need to be every other month, need to be four times a year, need to be face-to-face, need to use technology, need to include member agenda items , evaluation at every meeting, rotate meeting location...KEA, EPSB, other participants who have offered spaces, include members efforts as a part of the agenda, agendas should connect to each other. Flip meetings; longer meetings, shorter meetings; know meeting dates 6 months in advance; always remember Central time zone issues when setting up web times; minutes from every meeting; meetings need to precede the roll out of anything new; (25 comments) • Need to replace retired members...clear cut process for how members come to the team; need to include representatives of effectiveness coaches so we know their work • Need to know KDE research agenda...is it only Gates • Need to know deadlines • Be sure we have materials to make decisions when we are asked for recommendations • Not sure facilitator is always needed...rocky process at the beginning, better 	

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	but wonder if needed	
adjourn	<p>Meeting Plus Delta</p> <p>Deltas</p> <ul style="list-style-type: none"> • Not a good space for the activities (6 like this) Noted. Will look at rotation of other spaces that you suggested • Need the materials ahead of time (6 like this) Noted. Today's issue was a judgment call on Susan's part to ensure you had them. Will make that a part of planning. Feedback on materials may be sent to Robin.chandler@education.ky.gov and she will see we get it to appropriate place. • Not enough time for the amount of content (5 like this). Noted. See response above. Also an issue for meeting planning. • Communication between meetings. Noted. Will be asking you some preferences as a result of what you indicated today in Susan's group. • Regularly scheduled meetings published early in the year. Noted. Will schedule August, October and December meetings ASAP with kinds of communication between based on input from today. • Opportunity to participate to submit items and concerns. Noted. Will be placed in design. Will start with these deltas. • Forum to hear concerns from those trying to implement. Noted. Future agenda • Future Agenda: Each partner group activities to support PGES implementation. Noted. Future Agenda • Expectations of participants not clear...be sure we know what you want from us <p>Pluses</p> <ul style="list-style-type: none"> • Small Group activities (7 like this) • Content : sharing ideas, ways to improve, important materials (4 like this) • Input valued (3 like this) • Use of the time and focused agenda (2 like this) • Metafeedback on the process 	NOON
	<p>Personal note: I appreciate the candor and openness with which we worked yesterday. As I said then and will reiterate....this is amazing work that if deployed well and tweaked instead of gutted, I believe Kentucky has something very unique to help teachers/principals help kids every day successfully. It is an honor to be able to watch you work. Susan</p>	